Session 4

The SAIG Tools: EDconnect 7.1 Enhancements and TDCommunityManager (TDCM) Web Tool Hands-on

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Agenda

- SAIG System Enhancements
- Managing your Mailbox
- Managing your Transmissions
- Understanding Mailbox Storage
- Hands-on

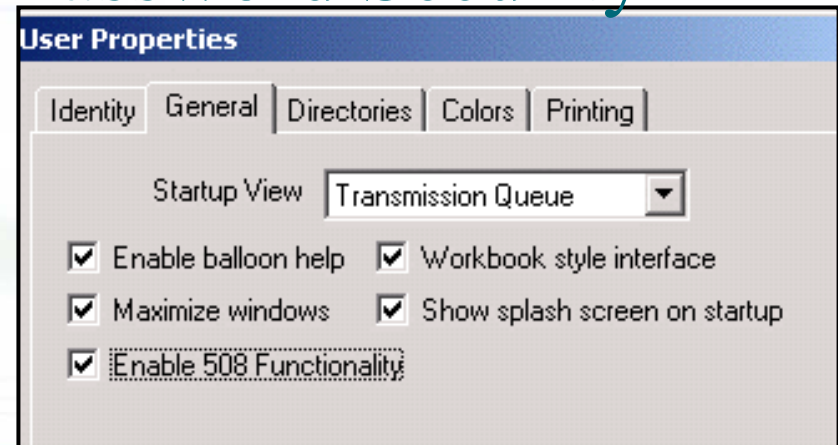# SAIG System Security Enhancements

- New Password Rules
  - Must begin with an alpha character
  - Must be a minimum length of eight characters
  - Must contain at least one upper case and one lower case alpha character, plus one numeric character
  - Cannot be changed back to "PASSWORD" (ignore case)
  - Cannot be any of the last five passwords used
  - User will be locked out after three failures (Call CPS/SAIG Technical Support to reset password)
  - Can contain special keyboard characters, such as @, #

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SAIG System Enhancements

- Centralized network password control
- Transaction Delivery Community Manager (TDCM) Enhancements
  - 508 Compliance and Password Security

- EDconnect
  - 508 Compliance and Password Security

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Managing your Mailbox

- From EDconnect
  - Password changes
  - Querying your mailbox contents
  - Receiving files to multiple folders
- From TDCM
  - Password changes
  - Querying your mailbox contents
  - Restoring lost files

Managing your Transmissions

- Audit trail
- Investigating transmission errors
- Verifying transmissions

Understanding Mailbox Storage

Current Files

- Messages Tab (TDCM)
- Mailbox Query View (EDconnect)
- Received File View (EDconnect)
- Activity Log View (EDconnect)

Archived Files

- Archive Tab (TDCM)

EDconnect & TDCM – Hands-on

- Find files

- Determine cause of file transmission errors

- Restore files

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Technical Assistance

- We appreciate your feedback and comments.
  - Email: SAIGComments@ed.gov

- For Help call:
  - CPS/SAIG Technical Support
    - Phone: 800-330-5947
    - Email: cpssaig@ed.gov

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